

From: [Sonntag, Patricia](#)
To: [Mills, Angela](#); [McClurg, Rena](#); [Villarreal, Chris](#)
Cc: [Mueller, Brian](#); [Christian, Doretha](#)
Subject: PP+ amendment needed for Special Account charges -- Falcon Refinery
Date: Thursday, September 19, 2013 8:37:15 AM

Pls amend your timecards to reflect the correct special account charges. If you've already amended timecards this pay period, it won't be reflected in the below report.

As shown in **RED** below, pls amend your timecards to the correct Superfund Special accounts appropriation (**TR2, TR2B, or TR2A**) and/or Site/Project Code for sites indicated.

Multiple pay periods may be affected so remember **only five timecards can be amended per pay period**. Pls let your supervisor and timekeeper known when you amend your PP+.

Don't forget to update your PP+ favorites with the correct Special Account appropriation and/or site project code for these sites.

If you need assistance, pls don't hesitate to call me.

Change APPN to

MCCLURG, RENA	201317 T	TR2B	5/18/2013	06MCJU00	FALCON REFINERY 303DD2
			1		
EDLUND, CARL	201314 T	TR2B	4/6/2013	06MCNG00	FALCON REFINERY 303DD2
			0.5		
PHILLIPS, PAMELA	201314 T	TR2B	4/6/2013	06MCNG00	FALCON REFINERY
			303DD2 0.5		
VILLARREAL, CHRISTOPHER	201314 T	TR2B	4/6/2013	06MCNG00	FALCON
			REFINERY 501EC7 1		

Thanks,

Patricia Sonntag

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